



DEPARTMENT OF CORPORATIONS

JOB OPPORTUNITY

Arnold Schwarzenegger, Governor

Preston Du Fauchard, California Corporations Commissioner

Dale E. Bonner, Agency Secretary

Release Date: August 19, 2008

PENDING HR & BUDGET APPROVAL

CLASSIFICATION: CORPORATION EXAMINER IV (SPECIALIST)
1 Position – Permanent/Full Time

FINAL FILING DATE: September 5, 2008 or Until Filled

SALARY: \$5561 - \$7097 per month

POSITION LOCATION: Securities Regulation Division
71 Stevenson Street, San Francisco or
320 West 4th Street, Los Angeles

DUTIES AND RESPONSIBILITIES – Analyzes complex financial statements and financial schedules and data to determine soundness of financial condition and conformity with Generally Accepted Accounting Principles or other comprehensive basis of accounting; advises Counsel in written and oral reports of findings made after financial analyses are completed; participates in meetings and testifies at hearings regarding financial statements filed with the Department; assists and discusses application of Generally Accepted Accounting Principles with Counsel, applicants and members of the public; directs the processing of applications for consent to transfer securities and signs the orders consenting to transfer securities; prepares statistical reports of activities on applications under the Corporate Securities Law and the Franchise Investment Law; and prepares revenue forecasts/projections.

DESIRABLE QUALIFICATIONS

- ♦ A high level of understanding of Generally Accepted Accounting Principles and other comprehensive basis of accounting financial reporting requirements.
- ♦ Ability to analyze complex financial statements and present conclusions in a clear and well organized fashion.
- ♦ Ability to communicate complex accounting information/concepts to Counsel, applicants, members of the public, & others.
- ♦ Knowledge of Microsoft Excel, Word, & other computer programs.
- ♦ Well-developed organizational skills.
- ♦ Ability to work independently with little supervision.
- ♦ Work well under pressure.
- ♦ Willingness to accept additional responsibilities.
- ♦ Excellent interpersonal skills.

WHO MAY APPLY – State employees who are currently at the Corporation Examiner IV (Specialist) level, those within transfer range or individuals with list eligibility who are reachable (in the top three ranks), and employees with surplus or SROA status at the Corporation Examiner IV (Specialist) level are encouraged to apply. For further technical information regarding the position, please contact Robert Van Der Volgen at (916) 324-6623. Please send a completed application to the person and address provided below. (Please indicate RPA#08-SRD0003kh under the job title).

SUBMIT APPLICATION AND RESUME TO:

Department of Corporations
Attention: Human Resources Office
1515 K Street, Suite 200
Sacramento, CA 95814
(916) 445-6351

RPA 08-SRD0003kh

AN EQUAL OPPORTUNITY EMPLOYER TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.
IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE, AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.